



TOWN OF MERRIMACK
Sign Application
BLD - FRM – 011A

Merrimack Fire Dept.
Building Division
Call (603) 420-1730
For Inspections

Date:		Tax Map Parcel:										
Owner:		Phone Number:										
Address:												
Sign Location:												
Property Owner of Record:												
Contractor :		Phone Number:										
Address:												
Size of Sign - Height:	Length:	Total Area of Sign:	sq/ft									
<i>(Please refer to Section 17 of the Merrimack Zoning Ordinance & Building Code)</i>												
Type of Sign - Ground: <input type="checkbox"/> Wall: <input type="checkbox"/> Roof: <input type="checkbox"/> Other:												
# of Traffic Lanes:	Speed Limit:	mph	Lot Frontage: ft									
Length of unit where sign is to be located (for wall & roof signs) :												
Valuation: \$												
<i>(If illuminated, refer to Section 11.10 of the Subdivision & Non-Residential Site Plan Regulations.)</i> <i>* If Illuminated a completed Electric Permit is required prior to issuing the Sign Permit</i>												
Electrician:		Separate Electric Permit Required : <input type="checkbox"/>										
License # :		Address:										
<table border="1"><tr><td>Temporary Sign: Height _____</td><td>Length _____</td><td>Total Area of sign _____</td></tr><tr><td>Dates requested: From: ____/____/____</td><td>To: ____/____/____</td><td>Duration: _____ (days)</td></tr><tr><td colspan="3">Location on premises: _____</td></tr></table>				Temporary Sign: Height _____	Length _____	Total Area of sign _____	Dates requested: From: ____/____/____	To: ____/____/____	Duration: _____ (days)	Location on premises: _____		
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Dates requested: From: ____/____/____	To: ____/____/____	Duration: _____ (days)										
Location on premises: _____												
<input type="checkbox"/> See back of page for Community Development approval process												
<input type="checkbox"/> See Attached Plans/ Pictures/ Details												

The undersigned: Owner and Contractor hereby agree that the proposed work shall be done in accordance with the foregoing statement, plans and specifications submitted; and that the work connected therewith shall conform with the regulations of the Town of Merrimack and that all lighted signs will conform to the National Electrical Code and to be UL listed and that all items (as deemed applicable) on the reverse side of this document are complete. I understand it is our responsibility to call and schedule all applicable inspections with the Building Division upon completion of the work

_____ Signature of Owner

☐ I CERTIFY THAT I HAVE FULL AUTHORIZATION FROM THE OWNER OF THE PROPERTY LISTED ABOVE, AND WILL BE INSTALLING THE SIGN(S) IN ACCORDANCE TO THE STATE OF NH ADOPTED BUILDING CODES, TOWN OF MERRIMACK ZONING ORDINANCE AND SUBDIVISION REGULATIONS.

Signature of Contractor: _____

24 Hour Advanced Notice Required for All Inspections

Following items listed below shall be included in your application (please check all items that apply):

Upon submission of a completed application, the Community Development Department will begin to review your application for approval.

PERMANENT SIGNS

All Sign Types (except Temporary Signs):

- ___ Size of Sign – Height/Width/Total Area of Sign
- ___ Type of Sign – Ground/Wall/Roof/Other
- ___ Electrical/Illumination Information – Internal/External/None
- ___ For Internally Illuminated Signs, details (including a night-time version of sign) that fully describe how sign will comply with Section 11.10 Illuminated Signs, of the Town of Merrimack Subdivision and Site Plan Regulations.

For Ground and Projecting Signs Only:

- ___ Number of Travel Lanes (please exclude turning lanes at driveway and street intersections)
- ___ Posted Speed Limit along frontage of property
- ___ Lot Frontage – this information may be secured from the town's GIS maps (www.merrimacknh.gov. Click on the Merrimack GIS – Maps and Info. under list of Shortcuts).
- ___ For Ground Signs – Location of Sign on Premises
- ___ For Projecting Signs – Confirmation that sign(s) complies with Section 17.10.9 of the Town of Merrimack Zoning Ordinance & Building Code.

For Wall and Roof Signs Only:

- ___ Frontage of Unit – Please note width of unit or length of the side of the building on which the sign is to be located (sign cannot be located on the wall of another business).
- ___ Photograph of the side of the building on which the sign is to be located to show all existing wall and/or roof signage.
- ___ For Roof Signs – Confirmation that sign(s) complies with Section 17.10.8 of the Town of Merrimack Zoning Ordinance & Building Code.

TEMPORARY SIGNS

- ___ Size of Sign – Height/Width/Total Area of Sign
- ___ Dates Requested
- ___ Location of Sign on Premises* (Submit plot/ site plan with location of sign(s) illustrated)

☐ Zoning Concerns Reviewed by: Community Development Department:

Authorized Signature

Date

Conditions:

This is not a Building Permit. Building Permit issued separately, if required.